

**RESEARCH PROPOSAL**  
**OFFICE OF ENVIRONMENTAL EDUCATION**  
**2004-2005 Fiscal Year**

Researcher: \_\_\_\_\_

University Affiliation: \_\_\_\_\_ Tax ID Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street/P.O. Box City Zip

E-Mail: \_\_\_\_\_ Daytime Phone \_\_\_\_\_ Fax: \_\_\_\_\_

Highest Earned Degree/College/Department: \_\_\_\_\_

Degree Currently Pursuing/College/Department: \_\_\_\_\_

Research Area: \_\_\_\_\_

Prospective Graduation Date: \_\_\_\_\_ Budget Requested: \_\_\_\_\_ (Up to \$1,000)

**Guidelines: Students attending Louisiana universities who are working toward a Masters Degree, Ph.D., or conducting post Ph.D. research with a focus on environmental issues are eligible to apply.** Current members of the EE Commission may not apply. Research grants will be awarded to applicants in single amounts not to exceed \$1,000.00.

**Research proposals that are funded must be based on sound scientific principles and have an environmental focus. All monies must be spent to support the research.** (The EE Commission will not provide indirect costs to universities or tuition fees.) Applicants, by law, will receive Tax form 1099 declaring receipt of these funds, unless the application is made through an agency, university or foundation. Funds may be used to purchase materials and/or equipment necessary to conduct the research, and provide travel and lodging to and from field sites during data collection. All research conducted must follow the university IRB guidelines to ensure compliance. A letter of support from the student's major advisor must be included in the proposal. Documentation of the research project and accompanying receipts for purchase of materials or equipment are required for the mid-year and final reports.

**All research proposals must be completed and a summary report submitted by June 15, 2004.** Failure to comply with these guidelines will disqualify the applicant for any future grants from this agency. Final reporting information will be included in the packet to awardees. Note: The Office of Environmental Education reserves the right to advertise the funded projects for public information services that may include the Office of EE website, printed materials and other means that may be used to inform or to assist educators. Questions: Call the Office of EE at: 1-877-523-6833 (toll free) or 225-219-3186. Announcement of awardees will be made no later than **April 4, 2005**. Awardees will be notified by mail. All awarded applicants are encouraged to attend the **2006 Environmental Education Symposium** to showcase their research and network with environmental educators and resource providers.

**IMPORTANT!** Mailed applications must be postmarked on or before **March 7, 2005**. Mailed applications should be sent to the post office address below.

Submit **ONE** university transcript and **FIVE** copies of the University Letter of Support and completed pages **1-6** of this proposal.

Tiffany Soileau, Coordinator  
Office of Environmental Education  
P.O. Box 82980  
Baton Rouge, LA 70884-2980

---

Signature of Applicant

---

Date

---

Signature of Major Professor

## **RESEARCH PROPOSAL DESCRIPTION**

**THE FOLLOWING INFORMATION MUST BE TYPED!** Please use this form to answer the questions in the space provided. Use a 10 point font or larger. This form may be photocopied or scanned but **may not be altered in appearance. Failure to follow any of these guidelines will result in disqualification.**

**1. PROJECT ABSTRACT: 10 POINTS** What are the guiding questions of the proposed research? How will your funds be utilized?

**2. RATIONALE: 30 points** Why do you want to conduct the research? How will this research address current environmental issues?

3. **PROJECT DESIGN: 20 Points** How will you conduct the research. Include justification for all proposed expenditures. Describe how the proposed research will impact the current body of knowledge in the environmental sciences.

**4. ASSESSMENT/EVALUATION AND DISSEMINATION METHODS: 10 points** How will you ultimately evaluate the outcome of the research? Explain how the results obtained through the research will be disseminated to inform the field.

**5. TRAINING AND QUALIFICATIONS: 10 points** Describe the qualifications and expertise you possess that ensure successful completion of the research.

**6. ITEMIZED BUDGET: 10 points** Complete the form below or include an attached line-item budget. **All proposed expenditures must be justified in your Research Description.**

ITEM DESCRIPTION		VENDOR	COST PER ITEM	# OF ITEMS	TOTAL COST
<b>GRAND TOTAL OF PROPOSED EXPENDITURES FOR MATERIALS/EQUIP.</b>					
<b>RESEARCH SUPPORT DESCRIPTION</b> e.g. Lodging, Travel		<b>DATE(S)</b>	<b>TIME(S)</b>	<b>TOTAL</b>	
<b>ACTIVITY</b>	<b>LOCATION</b>				
<b>GRAND TOTAL FOR RESEARCH SUPPORT</b>					